

Town of Baldwin, Maine Planning Board

Minutes from October 9, 2025, Planning Board Meeting

After the Public Hearing for Julia Crawford ended, the Planning Board meeting was called to order by Jo Pierce at 7:25 pm.

Board Members Present

Jo Pierce, Don Sharp, David Strock, Merhiella Crawford, and Mike Ustin (alternate voting). A quorum was established.

Also Present

Selectboard members, Jim Dolloff and Bob Flint, Don Kent, CEO, members of the community, Jamie Garland (of Main-Land Development Consultants), and Carol Frost, Julia Frost and Kyle Etheridge.

Minutes

A motion was made by Merhiella Crawford and seconded by Mike Austin to approve the minutes of September 25, 2025, that were prepared by Don Sharp and were unanimously approved.

1. OLD BUSINESS

Julia Frost CUP

The Planning Board members began a discussion about the comments that were made during the public hearing for Julia Frost and the site walk that was held on October 9, 2025, and Carol Reynolds presented a copy of the minutes that she took during the site walk a copy of her minutes are attached to these Planning Board minutes.

The following was discussed.

- Status of property survey: Carol Frost said that the property has been surveyed, and the survey plan is still being prepared and should be done by the next Planning Board meeting.
- Possibility of the property being used as a motor vehicle repair shop: Kyle said that he would only be doing repair work on his own vehicle. Kyle said that he only would have his registered vehicles and two unregistered vehicles on site along with two box trucks on site in accordance State laws.
- Condition of Frost Heave Road: Letter from Steves and Graff reference a deed recorded at Book 8342, Page 8 of the Cumberland County Registry of Deeds that a Right of Way has been granted for Frost Road. Neighbors pointed out that the road is not passable in both directions. Julia said that she would improve the road in front of her property in accordance

with Town standards, and a turn-around could be provided on her property. Carol said that she could provide additional area on her property for the turnaround if needed.

- Deliveries and hours of operation: Julia said that deliveries will be infrequent during the day, and work in the business will after Julia and Kyle get home from their other jobs.
- Noise: Julia said all production work will be done inside of building, and only loud noise will be from a compressor located inside of the building.
- Lighting: Julia said that there would be no parking lot lighting, just residential lighting on the buildings.

A motion was made by Merhiella and seconded by Mike to approve the Conditional Use Permit with the following conditions.

- Any signage must be unlit and less than 20 square feet in size.
- No production work to be done outside. Production work to be done with doors closed.
- No noise beyond limits of the property between 6:00 AM and 9:00 PM.
- There will be no deliveries between the hours of 6:00 AM and 9:00 PM.
- Site lighting shall be residential lighting located on the buildings.
- No unregistered vehicles to be in the front yard setback of the property.
- Floor of shop shall be concrete with a frost wall at least 6 inches high. All construction shall be in accordance with OSHA 1910.252 and other applicable building codes.
- The applicant's construction and use of the property to be consistent with the applicant's application for CUP.
- The applicant shall improve road in front of the property in accordance with Town standards.
- There will be no flammable or hazardous materials stored on site.
- A copy of the survey must be provided before the CUP is signed.

The motion was unanimously approved by all voting Board members present.

Porter Lane Subdivision

Jamie appeared before the Board to reassure the Board that the applicant clearly intends to build one house and one septic system on each lot. Jamie said that Note 20, shown on the plan, states that the applicant needs to come back to the Board if any changes are to be made to the plan. And looking at the rest of the notes, Jamie said it gets us there. Jo said that the board does not have confidence in knowing what the applicant wants. Jamie then said that Note 20 gives us a start and requires an owner to come back to the Planning Board if changes are to be made. Jo suggested that a note be added to the drawing stating “if it is more than one dwelling unit on a lot you would have to come back to the Board”. Jamie then gave his rationale for seven lots. Jo was concerned that LD-2003 would allow four dwelling units per lot. Jamie went through each of the notes and said they would give the Board the protection that they want. Jo was still concerned that four dwelling units could be built on the four lots on Pigeon Brook Road. Jamie said that the applicant does not agree with note asked for.

David suggested that the box on legend labeled “House” should be changed “Dwelling Unit”. Jamie said that he needed to check with the applicant. Don asked if “dwelling unit” included an auxiliary dwelling unit. David thought it dose. Jamie left the room to call Andrew Porter. Jamie said that Andrew would agree to “Initial Dwelling Unit”.

After this the Board had further discussion about adding the word “Initial”. Most of the Board members did not like to add “Initial”. Jamie said that Section 9 of the Subdivision Ordinance helps. David suggested that the wording “initial single family dwelling unit subject to Section 9 of the Subdivision Ordinance regarding changes to the final subdivision plan”. Jamie called Andrew again to see if he agrees to this. Jamie said that Andrew agreed if “Final building location of dwelling unit on lots 6 and 7 could be shown on a building permit application”.

Jamie agreed to review this with Andrew and then email the revised plan to Jo for Town attorney review. Date of Subdivision Ordinance should be added to note.

2. NEW BUSINESS

No new business.

3. SHORELAND ZONING MAP

Mike Morse will be at new Planning Board meeting to discuss changes to the Shoreland Zoning Map.

4. MEETING ADJOURMENT

Meeting was adjourned at 9:03 pm.

Minutes have been prepared by Don Sharp, Planning Board Secretary